

~~SECRET~~

Security Information

[Handwritten signature and initials]

Chief, Admin. and Logistics Staff, OPC

15 March 1952

Chief, General Services

OPC T/O Positions in CIA Pool.

1. Your memorandum of 29 February 1952 was discussed with the DD/A's office.

25X9A2

2. As I understand it, you wish an additional [redacted] slots within the clerk-typist-stenographic range against which you would recruit. Such recruited personnel, however, would go into the personnel pool until cleared, at which time they would be assigned to a permanent slot, opened up in most cases by a separation or a transfer.

3. The purpose of such an arrangement would, I suppose, be to make sure that when a vacancy occurred there would be a person available to fill it and the flow of work would not be disrupted by reason of your having to wait three or four months to get a cleared body aboard. Of course, another way of meeting the problem would be a certain amount of double slotting.

4. If this arrangement would be made for your office, undoubtedly most of the other offices would want a similar arrangement, and it would be necessary to make a detailed study to decide what would be the ultimate effect.

5. For the moment, the DD/A's office is not prepared to go along with your request, but if you will advise me whether my concept of your idea is correct, I will look into the proposition from an Agency-wide viewpoint and see what answer I can come up with.

6. The idea seems to me to have possibilities, so if you can spare the time, I would like to have a short discussion with you or with such person who is familiar with the subject as you may designate.

25X1A

[redacted]

Attachments

~~SECRET~~
Security Information